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ABSTRACT

The purpose of this document is to provide a continuous, integrated, and sequential list of basic language arts skills for grades 1-12. The skills are listed for each grade in appropriate categories (such as reading skills, written communication, oral communications, and language skills), with the expected level of competency (mastery, competency, or acquaintance) provided for each skill. (JM)

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CONTINUOUS, INTEGRATED and SEQUENTIAL COMMUNICATIONS SKILLS IN LANGUAGE ARTS FOR COMPREHENSIVE PROGRAM DEVELOPMENT: GRADES 1-12

Richard Peters, Ed.D.

CS 202 225

ABOUT THE AUTHOR

Richard Peters is currently Director of the New Hampshire Supervisory Scho[illegible]on 58 EXPERIMENTAL SCHOOLS project. Funded by the National Institute of Education, Washington, D.C., for a period of three years; July 1973 - June 1976, the Union 58 Project Rural oriented ES program has as its main goal the development of a community centered school instructional program which is enriched by the development of comprehensive (Kindergarten through grade twelve) career/vocational education, language arts and environmental/outdoor education programs.

He received his Bachelor of Science in Education and Masters of Education degrees from the University of Maine, Orono. The Doctor of Education degree was granted by the University of Rochester, New York, in 1971.

Dr. Peters has written several published articles; has been involved in curriculum revision work at the Florida State University laboratory school; has supervised student teachers at the University of Rochester; has been a department chairman; has been a K-12 curriculum coordinator; has developed a classroom simulation game for STEM,Inc, Provo, Utah; has developed curriculum guide materials for several ERIC centers; has been a curriculum researcher for an ESEA Title III inner city project - responsible for the development of a career occupations program which placed an emphasis on the development of the individual's communications skills abilities.

As Director of the Union 58 ES project, Dr. Peters is responsible for the development of a grades 1-12 continuous, integrated and sequential language arts program.

Dr. Peters is currently a member of the Curriculum Committee of the National Council for the Social Studies (NCSS), Washington, D.C.; has been a past member of the NCSS's Instructional Media Advisory Committee; is a member of Delta Tau Kappa (Florida State University) and Alpha Kappa Delta (University of Southern California); is currently a member of the American Association of School Administrators (AASA), Association for Supervision and Curriculum Development (ASCD), and the American Educational Research Association (AERA); has received a national teacher merit award from the National Council for Geographic Education; has been curriculum advisor to the Education Task Force of Model Cities, Portland, Maine; has been an advisor to several environmental education projects; has taught summer session classes at the University of Maine.

STATEMENT.

Language arts teachers and programs are in constant search for ways of organizing and presenting materials to students and developing basic skills so that students will be interested in and perceive the value of such activities and experiences.

During the 1974-1975 school year, the New Hampshire Supervisory School Union 58 EXPERIMENTAL SCHOOLS project has developed a grades 1-12 communications skills list. The purpose of this curriculum guide is to provide both classroom teachers and the overall educational system with the basis of a continuous, integrated and sequential program that is comprehensive (multi-grades) in both construct and purpose.

There are basic communications skills that each and every student must master in order that he or she can successfully function within our economic, political and social system(s). It is vitally important to the individual that he or she be able to speak properly and correctly in a given situation, write and read and to generally communicate feelings and thoughts - if that person is to interact with other people both on the job and at play.

Since the earliest times, one of MAN's basic drives has been to master the ability to communicate - to relate personal experiences and feelings both to and with others. Cave walls are evidence of early man's desire to share;

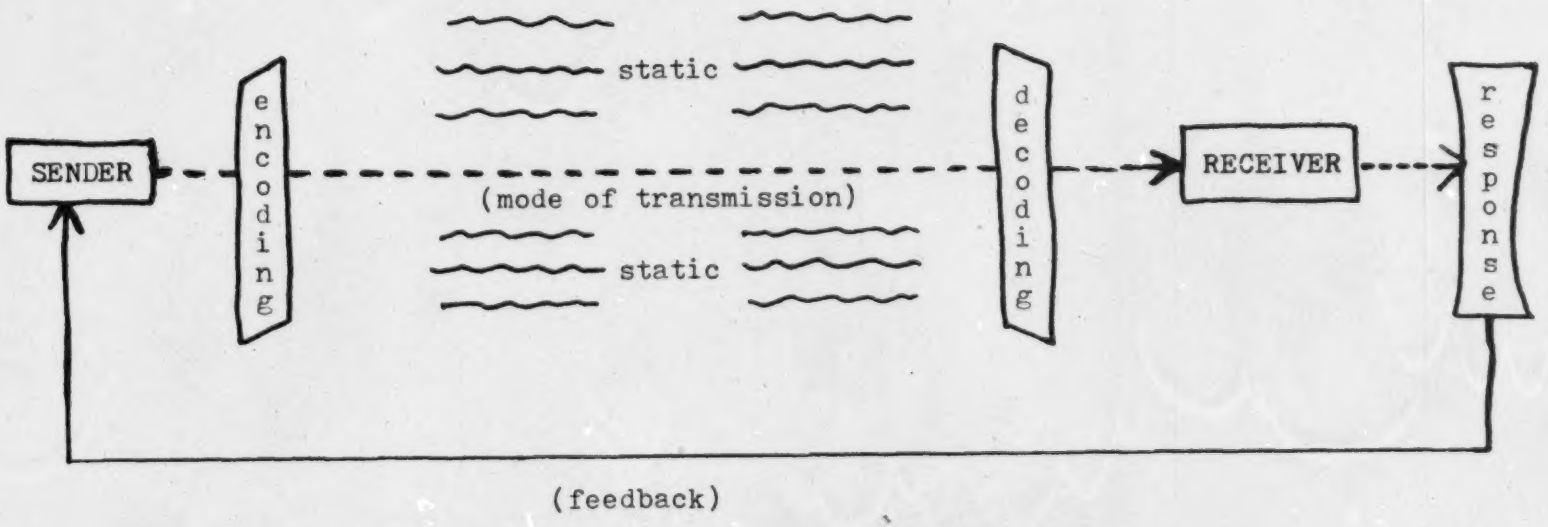
to relate one's inner-most feelings, with other human beings.

Although our techniques of communications have become more intricate and elaborate and although humans have the capability to communicate with others both on earth and out into space, the fact still remains that face-to-face contact; the one-on-one exchange of ideas, is basic to man's quest for understanding and respect.

Humans are made to create, to conquer and to share both success and failure with other humans. This is the process upon which the history of the human animal is founded. Through the ages, the development of the human race has been dependent upon man's ability to reason, to solve problems and to share knowledge with others.

This process of communications involves both a sender and a receiver. It is important to this exchange process that both the sender and the receiver possess basic communications skills and abilities. For without basic skills and abilities, the message will be totally lost or dramatically distorted in the transmission process and in the static which separates human from human.

COMMUNICATIONS PROCESS MODEL



Communications Process.

The process of communicating a feeling or an idea from one human or a group of humans to another or other humans involves many variables; some of which are controlled by both the sender and the receiver, some controlled only by the sender or receiver and others which are beyond the control of either the sender or the receiver.

sender: the individual or individuals sending a message to another or others.

encoding: taking a felt desire to communicate: to share with another or others, and putting that message into a sensory form that will best be understood by the receiver(s).

static: that interference (e.g., noise, light, physical handicapps such as loss of hearing or sight) within a mode of transmission (e.g., gas, solid or liquid) which may distort or destroy the message and its meaning being sent to the receiver; the transmission target.

receiver: the target of the message being sent by the originator of the communications - the sender.

decoding: the process whereby the receiver takes the sensory message that has been transmitted through some mode and rearranges it into a form (e.g., hand sign, language, numbers) that is most easily understood by himself or herself.

response: once the sender's sensory message has been received and decoded, the stimulus; the sent message, will elicit a response within the receiver. This response can take many forms depending upon the meaning of the sent message as received - after being transmitted through static and internalized by the receiver (e.g., a hand sign or gesture, a hand shake, a facial expression or a punch in the nose).

The purpose of the grades 1-12 communications skills lists is to provide a basic multi-grade structure within which students can learn and internalize basic communications skills.

Thanks are given to Gordon Schnare, ESP Language Arts coordinator, and to the Union 58 classroom teachers who worked together in the development of the lists.

BASIC LANGUAGE ARTS SKILLS

GRADE 1

I. READING SKILLS

1. Phonics and Word Attack
   a. Recognizes consonants sounds in final and initial position
   b. Knows single consonant sounds in middle position
   c. Knows name of vowels
   d. Knows sounds of initial consonant blends
   e. Understands the use of 'ing' and 'ed' in reading and writing

2. Word Recognition
   a. Recognizes a word as a word
   b. Recognizes words with both capital and small letters
   c. Identifies letters at random
   d. Is able to recognize in various settings the words found in preprimers
   e. Recognizes compound words
   f. Understands word families
   g. Recognizes rhyming words
   h. Recognizes sight words from the Dolch list
   i. Knows opposites
   j. Is able to categorize

3. Comprehension
   a. Understands that printed symbols represent objects or actions
   b. Can follow simple one-step written directions
   c. Uses context and picture clues
   d. Reads silently for a purpose
   e. Can draw conclusions from given facts
   f. Can place events in proper sequence
   g. Can recall what has been read silently
   h. Can recall what has been read aloud
   i. Can remember where to find answers to questions
   j. Can answer questions relating to the story read

4. Literature and Book Knowledge
   a. Knows difference between a simple poem and a story
   b. Recognizes that there are different kinds of books
   c. Knows what a table of contents is and how to use it
   d. Realizes that words in books are read from left to right
   e. Can locate numbered pages
   f. Knows what a library is
   g. Knows how to use a library

II. WRITTEN COMMUNICATIONS

1. Formal Writing
   a. Can build a sentence from words
   b. Put words into a sentence
   c. Recognizes difference between a statement and a quaetion
   d. Can write two or three sentence stories
   e. Writes stories from pictures
   f. Completes an idea of thought when writing

2. Mechanics
   a. Capitalization
      1. Capitalizes names and beginning of sentences
      2. Capitalizes days of the week and months of the year
   b. Punctuation
      1. Understands the proper use of basic punctuation
      2. Understands use of quotation marks
      3. Understands contractions
   c. Plurals
      1. Understands the proper use of plurals and uses of "s"

3. Dictionary Skills
   a. Can alphabetize to the first letter
   b. Is familiar with accented and unaccented syllables
   c. Is familiar with root words

d. Is familiar with prefixes and suffixes

e. Is familiar with the concept of a syllable

f. Can syllablize one, two and sometimes three syllable words

g. Understands that words have more than one meaning and special uses

4. Handwriting

a. Can make all printed letters and numbers

b. Uses proper spacing between letters and words

III. ORAL COMMUNICATIONS

1. Speaking Skills

a. Speaks in front of group(s)

b. Speaks thoughts in sentences

c. Orally recalls events

d. Orally shares self

e. Responds when asked a question

f. Reproduces sounds of letters by himself

g. Recognizes sounds in different positions in a word

h. Can relate a story sequentially

i. Can hear beginning sounds of words

j. Can hear ending sounds of words

k. Can hear middle sounds of words

2. Listening Skills

a. Listens to others

b. Listens to stories

c. Can follow 3-step oral directions

d. Listens to and understands group members

BASIC LANGUAGE ARTS SKILLS

GRADE 2

I. READING SKILLS

1. Phonics and Word Attack Skills

a. Knows consonants taught in the 1st grade

b. Applies consonants and blends to initial, middle and final position in words

c. Knows word families

d. Knows short vowel sounds

e. Knows long vowel sounds

f. Understands the function of 'y' as a consonant at the beginning of a word and as a vowel elsewhere

g. Knows the two sounds of 'c' and 'g'

h. Knows that initial consonant sounds include all sounds up to the first vowel

i. Knows three letter initial consonant blends

j. Associates letters and their sounds

k. Understands what a compound word is

l. Understands the concept of syllable

m. Understands the concept of root words

n. Knows phonic rules:

- a single vowel in a word or syllable is usually short
- a single 'e' at the end of a word is usually long
- when there are two vowels together, the first is usually long and the second is silent
- a single 'e' at the end of a word makes the preceeding vowel long
- vowels are influenced when followed by 'r', 'l' or 'w'

2. Word Recognition

a. Recognizes 220 Dolch words

b. Recognizes opposites

c. Recognizes word groups

d. Recognizes synonyms, antonyms and homonyms - at a second grade level

e. Recognizes most words in their plural form

3. Comprehension Skills

a. Can find the main idea in the story

b. Can follow and remember a plot sequence

c. Can predict outcomes from facts and events in the story

d. Can associate ideas in the text with pictures

e. Knows how to use the following:

- table of contents
- page numbers
- titles

f. Can use picture and word clues

II. WRITING SKILLS

1. Formal Writing

a. Can write a simple sentence

b. Can write a simple question

c. Can write a simple factual story using three or more complete sentences

d. Can write a friendly letter

2. Creative Writing

a. Can write an original story of three or more complete sentences

b. Can make a written interpretation of a picture using 2 or 3 sentences

c. Can write a simple 2 line rhyme

III. LANGUAGE SKILLS

1. Mechanics

a. Understands the use of basic punctuation

b. Capitalizes the first letter in sentences, proper names and the names of months and the days of the week

c. Knows how to use contractions and how they are made

d. Knows how to use possessives
e. Knows how to make most words plural
f. Knows about nouns (things) and verbs (actions)

2. Dictionary Skills
   a. Recognizes root words
   b. Knows that there are multiple meanings to some words
   c. Can alphabetize to the 2nd letter
   d. Can syllablize two syllable words

3. Hand Writing
   a. Can print all numbers and letters
   b. Can write all letters in cursive

IV. ORAL and LISTENING SKILLS

1. Speaking Skills
   a. Can retell stories read
   b. Can dramatize stories read
   c. Can demonstrate/dramatize stories orally
   d. Can tell an original coherent story
   e. Can describe things orally
   f. Participates in class discussions

2. Listening Skills
   a. Can follow 3 step oral directions
   b. Listens and understands classmates
   c. Listens to and understands stories read aloud

BASIC LANGUAGE ARTS SKILLS

GRADE 3

I. READING SKILLS

1. Phonics and Word Attack Skills

a. Knows all initial consonant sounds

b. Knows short and long vowel sounds

c. Knows that words are changed by:

- 'es','s','d','ed','er' and 'est'
- dropping the final 'e' and adding 'ing'
- doubling the consonant before adding 'ing'
- changing 'y' to 'i' before adding 'es'

d. Knows the following phonic rules:

- a vowel in a one syllable word is short
- a vowel in a syllable or word ending in 'e' is long
- when two vowels are found together, the first is long and the second is usually silent

e. Knows how compound words are formed

f. Knows the following pronounciation rules:

- 'c' followed by 'i','e' or 'y' makes the 's' sound
- 'c' followed by 'a', 'o' or 'u' makes the 'k' sound
- 'g' followed by 'i', 'e' or 'y' makes the 'j' sound
- 'g' followed by 'a', 'or' or 'u' makes the 'guh' sound

g. Knows about silent letters

h. Knows about possessive forms of nouns and pronouns

i. Knows how contractions are formed

j. Knows how plurals change words

2. Word Recognition

a. Recognizes 220 Dolch words

b. Knows that prefixes and suffixes change words

c. Recognizes compound words common to the 3rd grade level

d. Recognizes all contractions common to the 3rd grade level

e. Knows about root words

3. Comprehension Skills

a. Finds the main idea in a story

b. Keeps events in sequence

c. Can draw logical conclusions from facts and inference(s) found in a story

d. Recognizes cause and effect relationships

e. Can predict outcomes from information found in a story

f. Can understand and follow written instructions

4. Literature

a. Recognizes broad character traits in story characters

b. Can identify the plot of a story on a 3rd grade level

II. WRITING SKILLS

1. Formal Writing

a. Can write a simple declarative sentence

b. Can write a simple question

c. Can write a simple exclamatory sentence

d. Can put 2 or 3 sentences together to make a simple paragraph

e. Can write a factual story using two or more paragraphs

f. Can write a friendly letter

g. Can write a simple business letter

h. Can write a simple report using references

2. Creative Writing

a. Can write an original story of two or more paragraphs

b. Can write a simple poem

III. LANGUAGE SKILLS

1. Mechanics

a. Knows use of periods, exclamation points and question marks

b. Knows how to form plurals by adding 's', 'es' and 'ies'

c. Knows that some words change form when made plural

d. Knows basic use of commas

e. Knows that the first letter in sentences and proper names are capitalized

f. Knows how to use possessives

2. Dictionary Skills

a. Can syllabilize two syllable words

b. Understands use of primary accent mark

c. Can alphabetize words by the first two letters

3. Other Reference Skills

a. Can use maps and charts

b. Can determine what source to use to obtain information

IV. ORAL and LISTENING SKILLS

1. Public Speaking

a. Can tell a coherent story

b. Can give oral directions

c. Can describe something so that it can be identified

d. Can work successfully with a small group

2. Listening Skills

a. Can follow three step oral directions

b. Understands a story read aloud

c. Listens and understands others

BASIC LANGUAGE ARTS SKILLS

GRADE 4

I. READING SKILLS

1. Phonics and Word Attack Skills
   a. Knows vowel rules
   b. Knows vowel teams
   c. Knows short and long vowels
   d. Knows single consonants and blends

2. Word Recognition
   a. Recognizes similarities of known words
   b. Knows that some words have more than one meaning
   c. Recognizes unusual characteristics of words

3. Comprehension
   a. Can read and find the main idea in a paragraph
   b. Can summarize a paragraph
   c. Can find specific information in a paragraph
   d. Can interpret descriptive words and phrases
   e. Can select important information from a paragraph
   f. Can select facts to support an idea (the main idea of the story)
   g. Can arrange ideas in sequence
   h. Can follow 3-step directions (written)

4. Literature
   a. Can identify plot of a story on the 4th grade level
   b. Knows the difference between fiction and non-fiction
   c. Understands cause and effect relationships
   d. Can identify the mood of a reading selection on the 4th grade level

II. WRITING SKILLS

1. Formal Writing
   a. Can write a meaningful sentence
   b. Knows how to add to the meaning of a simple sentence by using descriptive words and phrases
   c. Can write 3 or 4 sentences together to form a meaningful whole (a paragraph)

d. Can write 2 or 3 paragraphs together to form a meaningful whole

e. Can write a simple explanatory paragraph

f. Can write a simple descriptive paragraph

g. Can write directions telling how to do something

h. Knows the proper form for paragraph indenting

i. Can write a simple report:

- knows simple outlining
- knows proper use of references; encyclopedia, atlas, etc
- knows how to proofread

j. Can write a basic letter

2. Creative Writing

a. Can write an original story of 2 or 3 paragraphs in length

b. Can write a simple poem

c. Can draw and write a simple comic strip or cartoon

III. LANGUAGE SKILLS

1. Grammar and Sentence Structure

a. Knows the basic classes of words

b. Understands subject and verb agreement

c. Knows that simple sentences must contain a noun and a verb (but not necessarily by name)

d. Knows the proper use of the verb 'to be'

2. Mechanics

a. Knows the use of:

- commas
- periods, question marks and exclamation points
- apostrophes
- quotation marks

b. Knows that some words change their forms when plural

c. Knows rules of plurals and exceptions

d. Understands use of possessives

e. Knows the rules for capitalization

3. Dictionary Skills

a. Can alphabetize to at least the third letter

b. Can use guide words to find dictionary entries

c. Is familiar with the concept of root words

d. Knows how to read diacritical markings to find pronounciation

e. Is familiar with primary and secondary accent

f. Can use the pronounciation key

g. Knows common prefixes and suffixes

h. Knows what synonyms and antonyms are

4. Other Reference Skills

a. Can summarize material gathered from reference books

b. Knows how to read simple charts and graphs

c. Knows how to use biographies, encyclopedias, atlases, etc. as reference

IV. ORAL and LISTENING COMMUNICATIONS SKILLS

1. Public Speaking

a. Can give a simple oral report

b. Can tell a coherent, sequential story

c. Can participate (either by reading or acting) in a play using voice expression

d. Can follow three-step oral directions

e. Can give oral directions on how to do something

f. Can participate in a classroom discussion

2. Small Group Work

a. Can work successfully with a small group

b. Can work with a partner

BASIC LANGUAGE ARTS SKILLS

GRADE 5

I. READING SKILLS

1. Phonics and Word Attack Skills

a. Recognizes written forms of colloquial speech found in the area

b. Knows homonyms, antonyms, synonyms, etc. on the 5th grade level

c. Can syllablize 2 and 3 syllable words

2. Word Recognition

a. Recognizes that different school subject areas have specialized vocabularies

b. Uses context clues to recognize unfamiliar words

c. Knows that a word meaning is sometimes determined by its pronounciation

d. Knows that words often have more than one meaning

3. Comprehension Skills

a. Can find the main idea in a paragraph

b. Can find the main idea in a short story

c. Can locate information in a paragraph

d. Uses tables of content, charts, pictures and index files to find information

e. Can follow written directions

f. Associates ideas with words

g. Understands meaning(s) of short poems

h. Selects facts to support a main idea

i. Interprets descriptive words and phrases

j. Can summarize a paragraph

k. Selects important information from a paragraph

4. Literature

a. Can identify broad character traits

b. Knows the difference between fiction and non-fiction

c. Can identify the mood of a story on the 5th grade level

d. Can identify the plot of a story on the 5th grade level

II. WRITING SKILLS

1. Formal Writing

a. Can add to the meaning of a sentence by adding descriptive words and phrases

b. Can write a coherent paragraph on a given topic

c. Can write a one or two paragraph report

d. Can write business and friendly letters

e. Knows how to use the following reference materials in preparing a report:

- encyclopedia
- dictionary
- atlas
- magazines
- newspapers
- catalogs
- biographies

f. Can do simple outlining

2. Creative Writing

a. Can write a story of several paragraphs in length

b. Can write simple poems:

- haiku
- cinquaine
- lyric

c. Can design a poster which communicates some message

III. LANGUAGE SKILLS

1. Grammar and Sentence Structure

a. Knows the basic classes of words:

- nouns
- verbs
- adjectives
- adverbs

b. Understands subject and verb agreement

c. Knows the difference between a complete sentence and an incomplete sentence

d. Knows the proper use of the verb 'to be'

e. Knows sentence parts:

- subject
- predicate

2. Mechanics
   a. Knows the rules for the use of basic punctuation; period, question mark and exclamation point
   b. Knows most rules and exceptions for the use of plurals
   c. Knows the rules for the use of commas
   d. Understands possessive nouns and pronouns
   e. Knows the rules for capitalization
   f. Knows the rules for paragraphing; indention, etc.

3. Dictionary Skills
   a. Can alphabetize words by third and fourth letters
   b. Can use guide words to find a dictionary entry
   c. Can interpret diacritical markings
   d. Can interpret keys to pronounciations
   e. Can interpret phonetic respellings
   f. Is familiar with primary and secondary accent
   g. Can determine which meaning of a word is appropriate

4. Other Reference Skills
   a. Can use the card catalog to find materials
   b. Can use a thesaurus to find synonyms
   c. Can summarize materials gathered from reference books
   d. Knows how to use biographies, atlases, encyclopedias, etc. as reference materials
   e. Can use a telephone book
   f. Knows where to find bibliographical data; title, copyright date, publisher, etc.

IV. ORAL and LISTENING COMMUNICATIONS SKILLS

1. Public Speaking
   a. Can give oral bookreports
   b. Can tell a coherent sequential story
   c. Can participate in a play using voice expression

d. Can participate in a classroom discussion

2. Group Work
   a. Can work successfully in small groups with other members of the class
   b. Can work with a partner
   c. Can negotiate disagreements

3. Listening Skills
   a. Can follow oral directions
   b. Can listen to and understand a story read aloud
   c. Listens to and understands members of the class

BASIC LANGUAGE ARTS SKILLS

GRADE 6

I. READING SKILLS

1. Phonics and Word Attack Skills

a. Knows most of the common rules governing consonants

b. Knows common rules governing vowels

c. Is familiar with the meaning of prefixes and suffixes

d. Knows the rules for syllablization

e. Recognizes possessive forms of words on the 6th grade level

f. Recognizes words with silent letters on the 6th grade level

2. Word Recognition

a. Knows the rules for the use of context clues

b. Knows the rules for the use of picture clues

c. Recognizes written forms of colloquial speech found in the area

d. Knows homonyms, synonyms, etc. on the 6th grade level

3. Comprehension

a. Can take relevant notes from material on the 6th grade level

b. Can keep events in proper sequence

c. Knows how to skim written material to find pertinent information

d. Can find the main idea(s) in a short story

e. Can find the main idea(s) in a paragraph

f. Can locate information in a short story

g. Can interpret descriptive words and phrases

h. Can follow written directions

i. Can summarize a paragraph

j. Can select facts to support main idea(s)

k. Can find and use table of contents, charts, pictures and index to find information

l. Can outline information found in a paragraph

4. Literature

a. Can determine character traits

b. Can identify character(s) and conflict

c. Can identify the plot of a story on the 6th grade level

d. Can identify the mood of a story on the 6th grade level

e. Can identify the different types of writing:

- play
- short story
- novel

f. Is familiar with different types of poetry:

- haiku
- cinquaine
- lyric

II. WRITING SKILLS

1. Formal Writing

a. Writes coherent sentences

b. Can write a paragraph in proper form

c. Can write an explanatory paragraph

d. Can write a descriptive paragraph

e. Can write a brief report

f. Can write a book report

g. Knows proper form for outline

h. Can put resource material into own words

i. Can write letters using the proper form for each type

j. Can use common references in preparing a report

2. Creative Writing

a. Can write a story of several paragraphs in length

b. Can write a simple poem; haiku, lyric, etc.

c. Can write different kinds of imaginative stories; fables, myths, etc.

III. LANGUAGE SKILLS

1. Grammar and Sentence Structure

a. Knows basic classes of words:
   - nouns
   - pronouns
   - verbs
   - adjectives
   - adverbs

b. Understands subject and verb agreement

c. Can identify a complete sentence, an incomplete sentence and a run-on sentence

d. Knows sentence parts; subject and predicate

e. Knows proper use of the verb 'to be'

f. Knows tenses of verbs

2. Mechanics

a. Uses basic punctuation properly

b. Understands the purpose and use of quotation marks and how to punctuate them

c. Knows most irregular plurals

d. Knows when and when not to use a comma

e. Knows possessive nouns and pronouns

3. Dictionary Skills

a. Can interpret diacritical markings

b. Can interpret key(s) to pronounciation

c. Can interpret phonetic respellings

d. Is familiar with primary and secondary accent

e. Can determine correct dictionary meaning(s)

4. Other Reference Skills

a. Can use a card catalog to find specific books on the subject matter

b. Knows where to find bibliographical data; title, copyright date, etc.

c. Knows how to use biographies, atlases, encyclopedias as reference materials

d. Can summarize material gathered from reference books

e. Can use a thesaurus to find synonyms

IV. ORAL and LISTENING SKILLS

1. Oral Skills

a. Public Speaking:

- can give an oral report
- takes part in plays-using proper expression
- Can participate in a classroom discussion

b. Group Work:

- works with others in groups
- knows proper behavior for group work

2. Listening Skills

a. listens to others in class without interuption

b. can follow oral directions

BASIC LANGUAGE ARTS SKILLS

GRADE 7

I. READING SKILLS

1. Phonics and Word Attack Skills

a. Knows phonics rules and can apply them to everyday use; in reading, spelling, vocabulary

b. Knows the rules for syllabication

c. Recognizes possessive forms of words

d. Recognizes and knows meanings of common suffixes and prefixes

2. Word Recognition

a. Knows the rules for the use of context clues

b. Recognizes and understands words with common suffixes and prefixes

c. Understands specialized vocabulary of literature; simile, metaphor, etc.

3. Comprehension Skills

a. Can give the main idea of a story

b. Can interpret descriptive words and phrases

c. Can separate fact from fiction and fact from opinion; influence and bias

d. Can select specific information from a paragraph

e. Can follow written directions

4. Literature

a. Is familiar with the concept of plot

b. Is familiar with the concepts of characterization; of individuals

c. Recognizes mood and setting

d. Can identify theme

e. Can identify climax

f. Knows differences between fiction and non-fiction

g. Knows different types of literature:

- short story
- biography
- autobiography
- fables and morals
- poetry

II. WRITING SKILLS

1. Formal Writing

a. Can write a complete sentence

b. Can write a simple paragraph using a topic sentence

c. Can write a two or more paragraph statement to form a cohesive whole

d. Can write a simple research paper including a rough draft

e. Can locate information in proper reference style

f. Can write a descriptive paragraph

g. Can write an explanatory paragraph

h. Can write a characterization

i. Can write a personal and business letter

2. Creative Writing

a. Can write plays in groups

b. Can write a haiku

c. Can write a limerick

d. Can write a short story

e. Can write a fable

III. LANGUAGE SKILLS

1. Grammar and Sentence Structure

a. Knows basic classes of words; nouns, verbs and modifiers

b. Understands subject and verb agreement

c. Can add to the meaning of a simple sentence by adding modifiers, phrases and/or subordinate-independent clauses

d. Knows and uses correct tenses of verbs

e. Can identify a simple sentence, a compound sentence and a complex sentence

f. Knows irregular forms of verbs

2. Mechanics

a. Uses commas, quotation marks, colons, semi colons and dashes correctly in writing

b. Knows most irregular forms - plurals

c. Knows rules for paragraphs

d. Knows that subject and verb must agree in number

e. Knows possessive nouns and pronouns

3. Dictionary Skills

a. Understands and uses pronounciation key(s)

b. Is familiar with primary and secondary accent marks

c. Can determine correct dictionary meaning(s)

d. Can interpret diacritical markings

4. Other Reference Skills

a. Can use a card catalogue to find specific books or subject matter

b. Knows how to use biographies, atlases, encyclopedias, magazines, etc. as reference materials

c. Can summarize material gathered from references

d. Can use a thesaurus to find synonyms

IV. ORAL and LISTENING COMMUNICATIONS SKILLS

1. Oral Skills

a. Can give an oral report

b. Can give oral book reports

2. Listening Skills

a. Listens to classmates

b. Can follow oral directions

BASIC LANGUAGE ARTS SKILLS

GRADE 8

I. READING SKILLS

1. Word Recognition
   a. Recognizes common abbreviations
   b. Recognizes common words of foreign origin

2. Comprehension
   a. Can give the main idea of a story
   b. Can interpret descriptive words and phrases
   c. Can separate fact from fiction and fact from opinion
   d. Can read for information
   e. Can predict outcomes

3. Literature
   a. Understands and can identify figures of speech:
      - simile
      - metaphor
      - personification
   b. Recognizes the difference between a short story and a novel
   c. Can identify climax
   d. Understands concept(s) of characterization
   e. Understands cause and effect as used in a short story

II. WRITING SKILLS

1. Formal Writing
   a. Can write complex and compound sentences
   b. Can write a paragraph using a topic sentence
   c. Can write a narrative paragraph
   d. Can write an expository paragraph
   e. Can write a summarizing statement about something read
   f. Can write a personal letter
   g. Can write a simple research paper including a rough draft
   h. Can proofread and revise a paper
   i. Can outline material from notes

2. Creative Writing
   a. Can write a simple short story
   b. Can write a lyric
   c. Can write a haiku
   d. Can write plays in groups

III. LANGUAGE SKILLS

1. Grammar and Sentence Structure
   a. Knows classes of words:
      . nouns
      . verbs
      . modifiers ... by actual use rather than by memory
   b. Understands subject and verb agreement
   c. Knows and uses correct tenses of verbs
   d. Knows irregular forms of verbs
   e. Uses modifiers correctly in everyday speech

2. Mechanics
   a. Can write and punctuate compound and complex sentences correctly
   b. Uses common end punctuation as well as quotation marks, semi colons, colons, dashes correctly in writing

3. Dictionary Skills
   a. Understands and uses the dictionary key
   b. Can interpret diacritical markings
   c. Can determine correct dictionary meaning(s)
   d. Can use a dictionary to find root words, parts of speech, etc

4. Other Reference Skills
   a. Can use a card catalog to find specific information, subject or author
   b. Can use a thesaurus to find a synonym

IV. ORAL SKILLS

a. Can give an oral report on an assigned topic

b. Can give a simple 'speech' to classmates on a previously arranged subject

c. Can listen to and understand guest speakers

d. Listens to and understands filmed and televised material

e. Can ask meaningful questions

BASIC LANGUAGE ARTS SKILLS

GRADE 9

I. READING SKILLS

1. Comprehension

a. Can separate fact from fiction and fact from opinion

b. Can predict outcomes based on what has been previously read

2. Literature

a. Understands and can identify figures of speech:

- simile
- metaphor
- personification

b. Can identify character traits

c. Can identify climax in a short story

d. Can identify climax in a novel

e. Understands cause and effect as used in a short story

f. Recognizes different types of poetry:

- lyric
- narrative
- haiku

g. Knows broad classifications of novels; science fiction, historical, etc.

h. Understands differences between biography and autobiography

i. Knows common Greek and Roman mythical characters

j. Can identify conflict in a short story

k. Can identify and recognize an author's purpose

II. WRITING SKILLS

1. Formal Writing

a. Can write complex and compound sentences

b. Can write a narrative paragraph

c. Can write a simple research paper; outlines, rough draft, notes

d. Can write an expository paragraph

e. Can proofread and revise a paper

f. Can outline material from notes

g. Can write a paragraph comparing or contrasting two things

2. Creative Writing
   a. Can write a simple short story
   b. Can write a character sketch
   c. Can write a lyric poem

III. LANGUAGE SKILLS
   1. Grammar and Sentence Structure
      a. Knows and uses correct tenses of verbs
      b. Knows irregular forms of verbs
      c. Uses modifiers correctly in everyday speech and writing
   2. Mechanics
      a. Can use colon, semicolon, dashes, parentheses and brackets in writing
      b. Can write and punctuate compound and complex sentences correctly
   3. Reference Skills
      a. Can use a card catalog to find specific subjects and/or authors
      b. Knows the difference between types of dictionaries; abridged and unabridged

IV. ORAL and LISTENING SKILLS
   a. Can prepare and make a speech before peers
   b. Speaks effectively to accomplish a purpose
   c. Can say what is meant

BASIC LANGUAGE ARTS SKILLS

GRADE 10

I. LITERATURE

1. Reading Skills
   a. Can separate fact from fiction and fact from opinion
   b. Can predict outcomes based on what has been previously read

2. Literature
   a. Understands and can identify figures of speech; metaphor, simile, personification, etc.
   b. Can identify character traits
   c. Can identify climax in a short story and novel
   d. Understands cause and effect in a short story
   e. Knows common Greek and Roman mythological characters
   f. Can identify conflict in a short story
   g. Can identify and recognize an author's purpose
   h. Is familiar with formal essays; formal or informal
   i. Is familiar with basic elements of modern drama

II. WRITING SKILLS

1. Formal Writing
   a. Can write a narrative paragraph
   b. Can write a paragraph comparing or contrasting two things
   c. Can write a simple (informal) essay
   d. Writes business letters and letters of application

2. Creative Writing
   a. Can write a simple short story
   b. Can write a character sketch
   c. Can write a critical analysis of a book
   d. Has begun to develop a distinctive style of writing
   e. Can write a research paper using footnotes and a bibliography

III. LANGUAGE SKILLS

1. Grammar and Mechanics

a. Knows and uses correct tenses of words

b. Knows irregular forms of verbs

c. Uses modifiers correctly

2. Reference Skills

a. Can find books using Dewey Decimal/Library of Congress system(s)

b. Can use periodicals as reference materials

IV. ORAL COMMUNICATIONS and LISTENING SKILLS

a. Speaks effectively to accomplish a purpose

b. Can prepare and make a speech before peers

c. Can view, listen to and analyze critically guest speakers, movies and television programs

BASIC LANGUAGE ARTS SKILLS

GRADE 11

I. LITERATURE SKILLS

a. Understands cause and effect in a short story, novel and/or play

b. Knows common Greek and Roman myths

c. Can identify conflict in short stories, novels and plays

d. Is familiar with the form of an essay

e. Is familiar with basic elements of modern American novels

f. Is familiar with basic elements of modern drama

II. WRITING SKILLS

1. Formal Writing

   a. Can write a simple (informal) essay

   b. Can write business letters

   c. Can write letters of application

   d. Can write a research paper using footnotes and a bibliography

   e. Can write a critical analysis of a book read - or a play, movie or television program

2. Creative Writing

   a. Can write short stories with distinctive plots and characterization

   b. Can write an autobiography

   c. Has developed a distinctive style of writing

III. ORAL COMMUNICATIONS and LISTENING SKILLS

a. Speaks effectively to accomplish a purpose

b. Can prepare and make an effective speech before peers

c. Can analyze critically information from guest speakers, movies and television programs

d. Can participate in a job interview effectively

BASIC LANGUAGE ARTS SKILLS

GRADE 12

I. READING

1. Literature

a. Understands cause and effect in a short story, novel or play

b. Knows common Greek and Roman myths

c. Can identify conflict in a short story, novel or play

d. Is familiar with basic elements of modern American novels

e. Is familiar with basic elements of drama, both modern and classical

f. Can identify broad symbols in a short story, play or novel

2. Critical Reading and Thinking

a. Can read and interpret critically essays and other literature with a personal point-of-view

b. Can identify and interpret advertising and propaganda

c. Can interpret poetry to determine the author's purpose

II. WRITING SKILLS

1. Formal Writing

a. Can write a simple (informal) essay

b. Can write business letter(s) and letters of application

c. Can write a research paper using footnotes and including a bibliography

d. Can write a critical analysis of a book, read and/or watch and critically analyze a play - movie - television program

e. Can write a short story with a distinctive plot and characterization

III. ORAL COMMUNICATIONS and LISTENING SKILLS

a. Speaks effectively to accomplish a purpose

b. Can prepare and make an effective speech before peers

c. Can analyze critically information from guest speakers, movies and television programs

d. Can participate in a job or college interview effectively